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Postal: PO Box 1871, Nelson 7040

Nelson Office: 47 Tui Glen Road, Atawhai Richmond Office: 207a Queen Street, Richmond

Tenancy Application

Property

Address: _____ Weekly Rent \$ _____

When Can you Take The property From? _____ How Long Do You Want The Property For _____

Applicant 1

Name: (First) _____ (Middle) _____ (Last) _____

Phone: _____ Mobile _____

Drivers Licence Number: _____ Version Number(5b) _____

***** Please include a copy of your driver's licence or other Photo ID with your application *****

Date of Birth: ____/____/____ Email: _____

WINZ No. _____ Other ID: _____

Occupation: _____ Where are you working? _____

Manager _____ Contact Number: _____

Bank Account (for refunds etc) _____ - _____ - _____ - _____

Applicant 2

Name: (First) _____ (Middle) _____ (Last) _____

Phone: _____ Mobile _____

Drivers Licence: _____ Version Number(5b) _____

***** Please include a copy of your driver's licence or other Photo ID with your application *****

Date of Birth: ____/____/____ Email: _____

WINZ No: _____ Other ID: _____

Occupation: _____ Where are you working? _____

Manager _____ Contact Number: _____

Current Residence

Where are you living now? _____

Are You Renting? _____ Property Manager/Owner _____ Phone: _____

How long there ? _____ Reason for leaving? _____

References

Previous Property Manager/Landlord:

Landlord Name: _____ Phone: _____

Address Rented: _____ How long there? _____

Someone who knows what sort of person you are - not relative or friend e.g Work Supervisor/Manager

Name: _____ Phone: _____ How do they know you? _____

Name: _____ Phone: _____ How do they know you? _____

Other Information Relating To the Proposed Tenancy

Who else would be living with you at this property?

1)Name: _____ D.O.B. __/__/__ Relationship to You: _____

2)Name: _____ D.O.B. __/__/__ Relationship to You: _____

3)Name: _____ D.O.B. __/__/__ Relationship to You: _____

Do you have any pets? YES / NO What Type? _____

Are any proposed occupants smokers? YES / NO Are you under 18 years of age? YES / NO

Emergency Contact: In the event of an emergency who could we contact?

Name: _____ Relationship: _____ Phone: _____

Motor Vehicles

Will you be parking a vehicle at the property? _____ How Many ? _____

Registered Owner	Make	Model	Colour	Registration	Finance Company

Move in costs for this property are as followsBond: \$ _____ 1st Weeks Rent \$ _____ Letting Fee **\$250** TOTAL \$ _____**Applicant Consents**

I agree to the collection, use and disclosure of my personal information for the following purposes, and warrant that I have supplied all information on this form freely, including my driver's license details and passport details. I agree that any information found through any third party databases that relate to me can also be used for the purpose outlined in this application.

Recipient of Information: The information is provided by you to the Owner/Landlord/Agent/Property Manager.

Purpose: The purpose for the collection of my information is:

- To perform background checks, reference checks and credit checks to assess if I am the best applicant on merit. I consent that my personal information including debts may be discussed with any personal or work referees
- To add my information to any background, reference and credit checking database
- To allow the Landlord to add a review to a tenancy review database that can then be viewed by other companies and/or Landlords
- To check the Ministry of Justice fines, Tenancy Tribunal, District Court, High Court, Court of Appeal, Supreme Court, Department of Parole, and New Zealand Police databases
- For debt collection purposes
- To check the Personal Properties Securities Register
- To verify my passport details via the Department of Internal Affairs
- To check and update a credit bureau
- To update the Tenantcheck system

Information Provided

The information provided on this form and any information found through the background check, reference check and credit checking process may be passed onto an agent and entered into third party databases, inclusive of any credit reporting databases. Subscribers to the databases will have access to my information and use that information for the purpose of credit reporting or for any other lawful purpose including debt collection.

I agree that I have been advised that I have the right to see the information that you hold about me, and to have any information held corrected if it is in error.

I confirm the information in this form is true and correct and that I have read and signed the Cautions under the Privacy Act 1993.

I agree that if I enter a tenancy agreement then this application will form part of the tenancy agreement. I agree to pay a letting fee upon entering the premises.

Other information drawn to your attention: By completing this form you evidence the fact that you are applying to rent a residential house/flat/apartment, and- You are further advised that: if you do not supply all the information requested (other than the driver licence information) in this application form you may not be considered as the best applicant for the rental property or properties available.

A separate completed application form is required for each person who proposes to enter a tenancy agreement.

NOTE: Our properties may be subject to testing for Methamphetamine from time to time

Are you interested in hiring whiteware with this property? Yes / No

How did you hear about us? (circle) Internet Radio Referral Newspaper Other _____

Signature: _____/____/____ Signature _____/____/____
(Applicant 1) (Applicant 2)